



SNOHOMISH REGIONAL FIRE & RESCUE

BOARD OF FIRE COMMISSIONERS MEETING MINUTES

SNOHOMISH REGIONAL FIRE & RESCUE

SRFR Station 31 Training Room / Via Zoom

163 Village Court, Monroe, WA 98272

November 25, 2024, 1730 hours

CALL TO ORDER

Chairman Elmore called the meeting to order at 1730 hours. In attendance were Commissioner Edwards, Chairman Elmore, Vice Chairman Fay, Commissioner Steinruck, and Commissioner Waugh; and via Zoom were Commissioner Gagnon, Commissioner Schaub, and District Secretary Snure.

PUBLIC COMMENT

N/A

UNION COMMENT

N/A

CHIEF'S REPORT

As presented. Chief O'Brien commented that we have a lot going on. With the recent "bomb cyclone" weather event, we had a very busy day with 134 responses over a 24 hour shift. Thank you to the crews for doing a great job out there. On Friday we attended the Fire and Police Appreciation Luncheon in Monroe, where lots of folks thanked us for our service. Regarding Capital Facilities, the dry wall is nearing completion for the shop; we had a good development with Station 32 as it was determined there are no fish in the drainage area; we are discussing the potentially shared stormwater facility and temporary housing for Station 81; and with Station 72 we are nearing completion of the sewer/water hook up design, and Deputy Chief Rasmussen confirmed that the crack in the tank at Station 72 has been sealed.

COMMISSIONER REPORTS

Finance Committee - Chairman Elmore commented that they met earlier today for the Entrance Audit Conference with the State Auditor's Office; additionally they discussed Budget Amendment #3, Cares ILA RAB, HGAC Proposal, Executive Contracts Update; and RAB Pumper and Medic Unit Purchases.

Sno911 Committee - Commissioner Waugh commented that they discussed the cutover to the non-emergency line which will lead to a savings of approximately 500 calls; the cutover date will be announced in December. They had a large increase in calls due to the recent windstorm. Additionally, they had a clean audit.

Capital Facilities Committee - Commissioner Steinruck confirmed that their next meeting will be Tuesday, November 26th.



SNOHOMISH REGIONAL FIRE & RESCUE

Leadership Meeting – Commissioner Steinruck commented it was a really good meeting. Chief O'Brien gave a good update regarding the Sikora Report. We also had division reports, strategic analysis from DC McConnell, discussion on hiring and recruitment, and Captain Craig Willis gave an update on electric vehicles including the dangers they present for first responders.

COMMITTEE MEETING MINUTES

Policy – November 14, 2024

CONSENT AGENDA

Approval of Vouchers

Benefits Vouchers: 24-02982 to 24-02991; (\$757,062.72)

AP Vouchers: 24-02992 to 24-03263; (\$356,015.52)

Approval of Payroll

November 15, 2024 (\$1,483,010.29)

Approval of Minutes

Approve Regular Board Meeting Minutes November 14, 2024

Motion to approve the Consent Agenda as submitted.

Motion by Commissioner Waugh and 2nd by Vice Chairman Fay.

On vote, Motion carried 7/0.

OLD BUSINESS

Discussion

N/A

Action

Retirement Medical COLA Resolution 2024-13

Motion to approve Resolution 2024-13 Retirement Medical COLA as submitted.

Motion by Vice Chairman Fay and 2nd by Commissioner Steinruck.

On vote, Motion carried 7/0.

Retirement Date Change Resolution 2024-14

Chairman Elmore commented that there is a typo on bullet point #5, and it should read "rate".

Motion to approve Resolution 2024-14 Retirement Date Change as submitted.

Motion by Commissioner Waugh and 2nd by Commissioner Gagnon.

On vote, Motion carried 7/0.



Transport Rates Update Resolution 2024-15

Motion to approve Resolution 2024-15 Transport Rates as submitted.

Motion by Vice Chairman Fay and 2nd by Commissioner Steinruck.

On vote, Motion carried 7/0.

Policy Review

- Policy 311 Elevator Entrapments
- Policy 312 Elevator Restrictions During Emergencies
- Policy 319 Hazardous Materials Response
- Policy 609 National Incident Management System (NIMS) Training
- Policy 912 Fire Station Safety
- Policy 916 Hazardous Energy Control
- Policy 1001 Performance Evaluations
- Policy 1002 Promotions and Transfers
- Policy 1005 Career Advancement
- Policy 1037 Family Support Liaison

Motion to approve Policies 311, 312, 319, 609, 912, 916, 1001, 1002, 1005, and 1037 as submitted.

Motion by Commissioner Edwards and 2nd by Commissioner Steinruck.

On vote, Motion carried 7/0.

NEW BUSINESS

Discussion

Third Quarter Finance Report & Budget Amendment #3

Chief O'Brien thanked CFO Tabor for her hard work on the budget.

CFO Tabor reviewed the Budget Amendment. With the General Fund there is a reduction in GEMT revenues due to a reduction in the number of Medicaid transports, and an increase for tuition with training. With the Retirement Reserve Fund we have an increase to buy out due to unexpected retirements. And with the Construction Fund we have an increase for the sale of the training property and then the expense for the purchase of the Oak Street property.

CARES ILA

Chief O'Brien commented that we have been working on an interlocal agreement with South County regarding a community resource paramedic system and due to additional questions from the Finance Committee, we would like to follow up on those items and readdress this topic in the near future.

Commissioner Waugh commented that one of the concerns is that they are trying to get an EMT to fill the role, however the only person who applied for the position is a medic.



Vice Chairman Fay commented that we need to collect the current data to show the need within our District.

Medic Unit Purchase

Chief O'Brien commented that we are requesting the purchase of three new ambulances from Braun Northwest. He thanked Deputy Chief Rasmussen and the committee for their work on this.

Engines & Ladder Purchase

Chief O'Brien commented that we are requesting five engines and one ladder truck. We would like to get these ordered, as the wait time is potentially 850 days. This will standardize our fleet, and we hope to take delivery at the end of 2025.

Policy Review

- Policy 313 Swiftwater Rescue and Flood Search and Rescue Responses
- Policy 314 Confined Space Rescue Response
- Policy 316 Trench Rescues
- Policy 321 Scene Preservation
- Policy 801 Public Records Disclosure Policy
- Policy 802 Subpoenas
- Policy 913 Ground Ladders
- Policy 1003 Position Descriptions
- Policy 1006 Fire Officer Development
- Policy 1007 Educational Incentives
- Policy 1100 Facility Security
- Policy 1103 Flag Display

Action

Executive Contracts

Chief O'Brien commented that we sent out updates for the senior staff contracts and he thanked District Secretary Snure for his help.

Motion to approve Executive Contracts as submitted.

Motion by Commissioner Waugh and 2nd by Vice Chairman Fay.

On vote, Motion carried 7/0; Commissioner Steinruck recused himself from the AC Lundquist contract.

GOOD OF THE ORDER

Vice Chairman Fay thanked the crews for their hard work during the windstorm.

Meeting Date Change of Next Commissioner Meeting

Chairman Elmore requested that we change the next regular Commissioner Meeting from December 12 to December 11, with the same start time at 1730 hours and located at the Station 31 Training Room.



This would allow our Commissioners to attend the Graduation Ceremony for Recruit Class 2024-02.

Motion to authorize a resolution to change the date of the next regular Commissioner Meeting from December 12 to December 11 at 5:30pm and located at the Station 31 Training Room.

Motion by Commissioner Steinruck and 2nd by Commissioner Waugh.

On vote, Motion carried 7/0.

ATTENDANCE CHECK

Regular Commissioner Meeting December 11, 2024, at 1730 - Station 31 Training Room/Zoom
Commissioner Waugh will be unable to attend.

EXECUTIVE SESSION

N/A

ADJOURNMENT

Chairman Elmore adjourned the meeting at 1759 hours.

Snohomish Regional Fire & Rescue

Commissioner Rick Edwards

Commissioner Jeff Schaub

Chairman Troy Elmore

Commissioner Jim Steinruck

Vice Chairman Randy Fay

Commissioner Roy Waugh

Commissioner Paul Gagnon